

**Indiana Strategic Prevention Framework State Incentive Grant
Executive Committee Meeting
Minutes of June 27th, 2006
IGCS Conference Center**

Attendees: Mark Frisbie-chair

Rachel Friend, David Bozelle, Scott Tittle, Cathy Boggs,
Dan Dodds-(for Dennis Wichern), Dean Babcock, John Viernes, Eric Wright,
Jason Hutchens, Sonya Cleveland, Jeanette Grissom, Kim Manlove, Marcia French
Nancy Jewell

I. Welcome and Introductions

II. Staffing and Budget Updates

Review of Contract: The contract is currently undergoing a second level of review. The contract has not been executed as of yet. Questions were raised regarding the carrying over grant dollars from late submissions. John Viernes did confirm that the monies could be carried over if requested is filed.

III. Review of Minutes of Advisory Council

Minutes of May 23rd, 2006 Advisory Council meeting were distributed and a request was made for the committee to review them and email additions and corrections to Kim Manlove. Corrected minutes will be presented for approval at the July Advisory Council meeting.

IV. SEOW Workgroup Report

The SEOW met four times since the last Executive meeting. One additional meeting has been scheduled for July 7th. The SEOW has begun the analysis of data and is concentrating on existing information resources.

Analysis is scheduled to be ready the July 26th meeting of the SAC. It will focus on identifying significant patterns areas of greatest concern. A draft of the report will be presented at the July 21st meeting of the SEOW. Target populations at this point in the various drug classes are from 12 to 44 years of age. The report will have a statewide focus.

The SEOW will also construct the Strategic Plan for the SAC to review. Some discussion centered on target dates for the RFP to go out and grant monies to be distributed. The group consensus was that the RFP would be released in the final quarter of 2006 and that monies would begin to be distributed in the first quarter of 2007. Discussion was had about considering the lack of technology in many counties in southwest Indiana and that perhaps it might be wise to devote some of the SPF/SIG dollars to building resources to increase capacity for collecting data. Sheila Nesbitt from Central CAPT indicated that this approach had been used in at least one other state. John Viernes agreed to investigate the advisability of this two tier approach with Tom Deloe.

Recommendations were made that time be set aside in the project timeline for the Outreach/Training Workgroup to develop and make available community based information and training sessions about the SPF/SIG project and RFP.

V. Other Business

At the prior meetings three workgroups were created; An Evaluation Workgroup, A Finance Workgroup and the Training and Outreach Workgroup.

VI. Data Sharing Agreements

A data sharing agreement is being established to facilitate the sharing of data between the SPF/SIG workgroups and departments/agencies.

VII. By-Laws Review

Kim Manlove distributed drafts of the By-laws for the Advisory Council. Bob Levy headed a workgroup that has added additional verbiage related to mission and vision to the Purpose Article. Several other committee members have also submitted corrections and additions to the draft. Kim will consolidate all the additions and prepare a final draft for submission to the SAC for approval at the July meeting.

VII. Agenda Items for 7/26/06 Advisory Council Meeting

Appointed Workgroups will submit progress reports.

The SEOW will submit it's report on priorities and recommendations

The SAC will determine project priorities based on the SEOW recommendations.

VIII. Adjournment

Next Executive Committee Meeting Date August 22nd, 2006

IGCS Conference Center Room A

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